

JOB OPPORTUNITY
California Department of Veterans Affairs
"Veterans First"

Veterans Home of California, Yountville

AN EQUAL OPPORTUNITY EMPLOYER – EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THIS STATE. THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

CLASSIFICATION: Pharmacy Technician (7979)
Various Tenures and Time Bases
\$2465.00 - \$2998.00 (based on full-time)

LOCATION: Pharmacy

FINAL FILE: Continuous Filing

DUTIES & RESPONSIBILITIES:

The predominant duties for this position include, but are not limited to:

- ✓ Data Entry: Entering, refilling, updating medication orders.
- ✓ Assist Pharmacist in processing medication orders and customer service at outpatient window.
- ✓ Maintains drug supply inventory. Maintains inventory records and order supplies to maintain stock. Checks stock received against purchase orders, invoices and requisitions.
- ✓ Delivery of medication to licensed care areas.
- ✓ Filling ward stock orders.
- ✓ Preparation and delivery of parenteral medications. Maintain IV room medications, inventory and supplies.
- ✓ Operates packaging machinery for modified unit dose and/or prepackaged dispensing system.
- ✓ Review pharmacy stock for expired drugs, cleans shelves and work area.
- ✓ Other duties as related.

DESIRABLE QUALIFICATIONS:

Possession of a current valid certificate of registration as a Pharmacy Technician issued by the State Board of Pharmacy as set forth in Section 4115 and 4202 of the Business and Professions Code.

WHO MAY APPLY:

Applications will be accepted from individuals with permanent State Service in the class of Pharmacy Technician, or working in a class eligible for lateral transfer, reinstatement or list eligibility to this class. Priority consideration will be given to candidates on the SROA list. Applications will be subject to screening and only the most qualified will be interviewed.

HOW TO APPLY:

Candidates should submit a State Application (Std. 678) and copy of Pharmacy Technician Certificate to:

VETERANS HOME OF CA – YOUNTVILLE
HUMAN RESOURCES – TESTING UNIT
110 CALIFORNIA DRIVE
YOUNTVILLE, CA 94599-1414

INQUIRIES:
VOICE: (707) 944-4550
TDD: (707) 944-4560
www.cdva.ca.gov

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